

~~SECRET~~  
 IT RELEASABLE TO FOREIGN NATIONALS  
**Office Memorandum • UNITED STATES GOVERNMENT**  
**CONFIDENTIAL**

TO : The Files - [ ] Task Order 7

DATE: 30 December 1959

25X1

FROM : [ ]

25X1

SUBJECT: Trip Report - [ ]

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1. On 7, 8 and 10 December 1959 a visit was made to [ ]  
 [ ] to discuss Contract [ ] Task Order 7, the service  
 and support contract. Present at this meeting were the following  
 persons:

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2. The service contract will be handled as follows from now on.  
 If work is to be done, it can be authorized verbally by specified Agency  
 personnel. [ ] or his representative [ ] will advise [ ]  
 [ ] of the cost of the special service. The Contract  
 Administration Branch will be notified by [ ] of  
 the authorization and the cost. CAB will then write [ ]  
 [ ] formally authorizing the work to be done. Any verbally authorized  
 work cannot exceed \$3,000.00.

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3. The security report written by [ ] of Security Staff, OL,  
 following a visit to [ ] was discussed in some detail during our visit  
 [ ] has indicated that they have done a lot to correct the  
 discrepancies and will continue to improve their security setup. They  
 were asked to provide an ultrasonic alarm for each of the SECRET laboratories  
 in which our projects are being worked on. This is the Kidde Ultrasonic  
 Alarm costing roughly \$1,000.00. [ ] would like to have us buy it.  
 However, it was noted that [ ] has purchased these alarms and  
 installed them in their SECRET Labs on company money.

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Distribution:

R+D Subject File/Monthly Report/R+D Lab, [ ] EP Chrono

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